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## PROTECTION OF CLASSIFIED INTELLIGENCE INFORMATION

This responds to the instructions of the Assistant to the President for National Security Affairs that the DCI develop procedures to protect classified intelligence information similar to those established for National Security Council (NSC) information.

### Sensitive Intelligence Information

For purposes of this policy sensitive intelligence information means (1) all classified intelligence information bearing Intelligence Community special access controls formally limiting access and dissemination (equals Sensitive Compartmented Information (SCI)); (2) all CIA/DDO Blue Border series material; and (3) all other information directly related to intelligence and which is controlled by special access programs established by department/agency heads in accordance with the provisions of Executive Order 12065.

### Access Procedures

Departments and agencies that originate or receive sensitive intelligence information shall keep the number of their personnel having access to such information to the absolute minimum. Senior Intelligence Officials (members of NFIB or NFIC) are directed to take immediate action to review current access and dissemination practices. The review is to ensure that inertia and out-dated

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justifications do not contribute to continued access by persons who have no current "must know." All accesses to sensitive intelligence information shall be on the basis of strict application of "must know."

#### Cover Sheets

Cover sheets shall be used on all sensitive intelligence information in hard copy form. These shall identify the office(s)/person(s) to which/whom such information is disseminated. Current cover sheets for SCI and other information may be used if they provide this identifying data.

#### Personal Accountability

No person may be granted access to sensitive intelligence information without having first signed a nondisclosure agreement which contains a specific requirement for pre-publication review of information concerning or related to intelligence matters. A person's signature of such an agreement is considered sufficient indication that he or she is aware of personal responsibilities to protect sensitive intelligence information, and of the duty to cooperate fully in any investigation of unauthorized disclosure of that information.

#### Investigation of Unauthorized Disclosures

Senior Intelligence Officials are directed to conduct timely internal investigations when they determine that an unauthorized disclosure of sensitive intelligence information in their custody has occurred. The polygraph is an appropriate means for use in

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unauthorized disclosure investigation. All such determinations shall be reported to the DCI, with assessments of the disclosure's damage and the degree of known dissemination of the disclosed information. The DCI will refer significant unauthorized disclosures to the Department of Justice requesting FBI investigation. Whenever Justice directs an FBI investigation, the FBI shall be provided access to the full scope of internal investigation results.

Contacts with the News Media

There should be no reason for any but the most senior intelligence officers to have any contacts with the news media, and those contacts must be severely limited and subject to specific advance approval. When a senior level contact with the news media is deemed absolutely necessary in a Community department or agency, it may be made only with the specific advance approval of the cognizant Senior Intelligence Official. In no case may approval be given to discussion of classified intelligence sources or methods in any contacts with the news media. Whenever a Senior Intelligence Official believes that a contact he is authorizing may result in publicity concerning intelligence activities or information, he shall advise the DCI or his designee of the circumstances by appropriate and timely means.

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